

**EMBASSY OF THE UNITED STATES OF AMERICA
BANDAR SERI BEGAWAN**

Vacancy Announcement No: 04-2010

The U.S. Embassy in Bandar Seri Begawan is seeking a dynamic, action-oriented individual for the following positions:

1. HVAC Technician

Duties: The incumbent performs daily work assignments involving HVAC systems and equipment as directed by the Facility Manager. The incumbent provides coverage for emergency service on HVAC systems as required for 24 hours per day; seven days per week (24/7) operation.

Requirements:

- University degree with specialization in HVAC field is required.
- Minimum 5 years of hands-on maintenance of commercial, automated, computerized building management systems is required.
- Fluent in English and Good working knowledge of Malay are required.
- Must have a very good technical understanding of major building air conditioning systems and equipment.
- Ability to use a variety of powered, non-powered hand tools and special monitoring instruments for the HVAC trades is required. Possession of valid Brunei driver's license required.

2. GSO Maintenance Mechanic

Duties: The incumbent performs preventive maintenance and repair on carpentry & plumbing at the Chancery and Govt.-owned & leased residences. Work includes furniture and other wooden structure repair, sanitary fittings, pipe work and installation of Embassy-issued door locks.

Requirements:

- Successful completion of local secondary school is required. Completion of vocational training from an accredited institute recognized as producing journeyman level technicians with specialization in plumbing field is required.
- Minimum three years of journeyman experience as plumber plus some semi-skilled experience in another trade such as carpentry, electrical or air conditioning.
- Good working knowledge in English and Malay are required.
- Must be fully knowledgeable in the use of trade tools and equipment.

Candidates must be able to obtain a security clearance, pass a medical checkup and obtain a relevant pass to work in Brunei.

HOW TO APPLY: Applicants are invited to submit their application letter, CV with full personal details, copies of all relevant academic qualifications and experience certificates to the following address **by 12th May 2010**. Please state the position you are applying for.

Note: Only short listed applicants will be notified.

Embassy of the United States of America
Attention: Human Resources Department
P.O. Box 2991
Bandar Seri Begawan BS8675
Negara Brunei Darussalam

OR

Embassy of the United States of America
4th Floor, Teck Guan Plaza
Jalan Sultan
Bandar Seri Begawan BS8811
Negara Brunei Darussalam